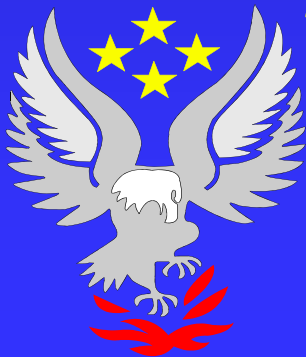


Federal Emergency Management Agency's U.S. Fire Administration Assistance to Firefighters Grant Program

2003 Applicant Workshop



*Prepared by the
USFA Grants Program Branch*



FEMA/USFA Assistance
phone: (866) 274-0960
fax: (866) 274-0942
website: www.usfa.fema.gov
email: usfagrants@fema.gov

Regional Point of Contact

Lynn Pisano-Pedigo

USFA Regional Fire Specialist

FEMA Region VIII

Denver, Colorado

Phone: 303.235.4855 Fax: 303.235.4857

lynn.pedigo@fema.gov

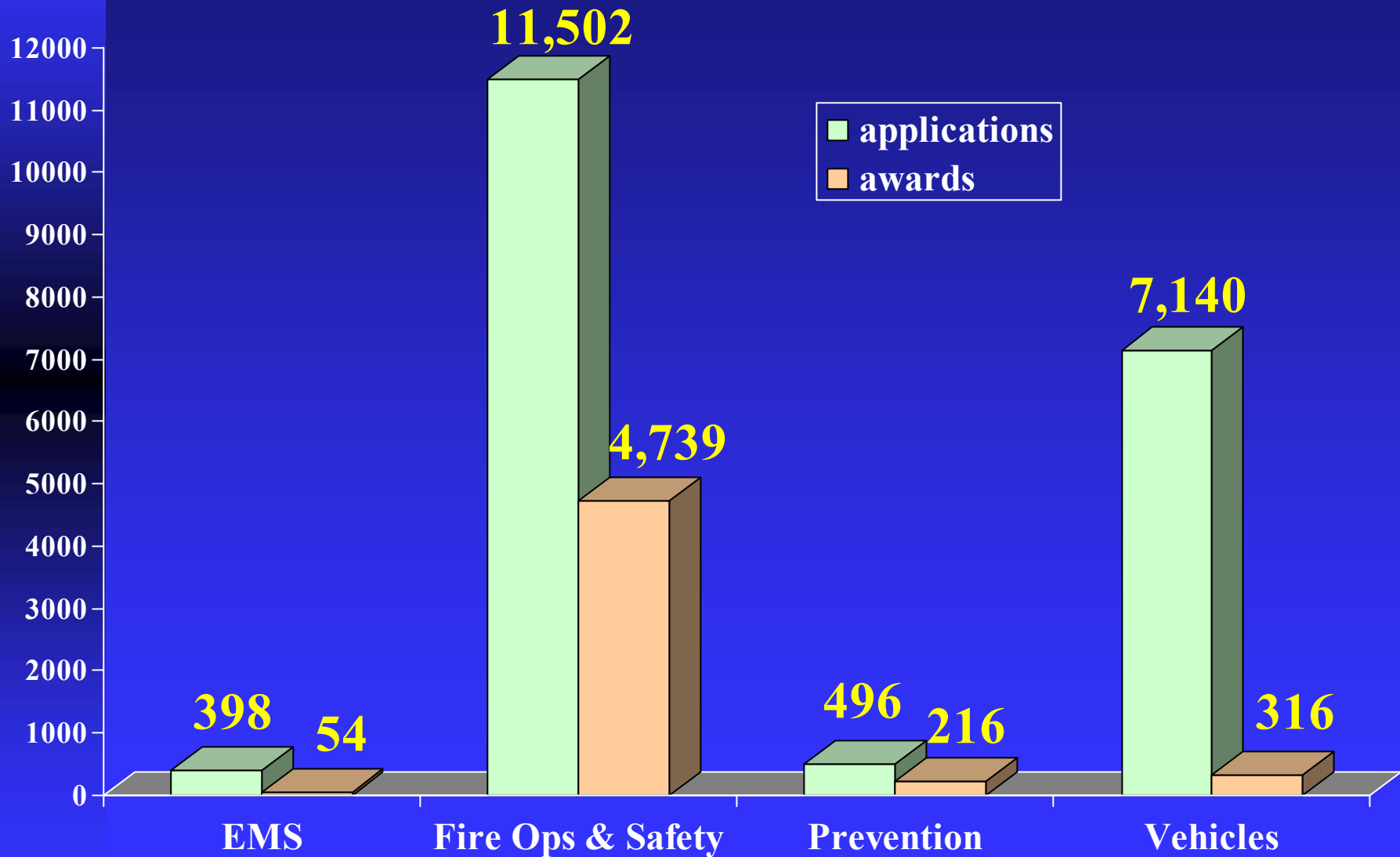
Purpose of grant

To protect the health and safety of the public and firefighting personnel against fire and fire-related hazards, and to provide assistance for fire prevention programs.

THE BASICS

- Competitive grants *directly* to local fire departments (career & volunteer/combination)
- *1 application per department*
- \$750K maximum federal contribution
- *Previous award recipients are eligible*

2002 – Applications and Awards



2001 and 2002 Results

FEMA/USFA awarded

7,300+ grants

37,000+ applications

**to local fire departments and fire service
organizations totaling**

\$442+ million

2003 GRANT

GOALS

- **Maximize applicant opportunity**
- ***Collaborate and coordinate with fire service community***
- ***Effectively expend the money***

Rural/Urban/Suburban Determination

- **Based on Community Characteristics**
 - ◆ **Population density**
 - ◆ **Water supply**
 - ◆ **Land use**
 - ◆ **Number of stations per square mile**
 - ◆ **# of buildings over 4 stories**
 - ◆ **Call volume**

EVALUATION PROCESS

First Step – score answers to questions about project to establish which applications best meet the priorities of the grant program

Second Step – firefighter peer reviewers read narrative for the description of the program, cost/benefit, and financial need

Pros of Flexible Programs

- Encourages Fire Departments to strategically address their critical needs
- Gives Fire Departments flexibility to apply for simple, comprehensive solutions
- Results in best applications being funded, regardless of program

Program Options

FDs CAN AGAIN APPLY FOR ONE PROGRAM:

1. Fire Operations and Firefighter Safety Program

Activities -- Training, Wellness & Fitness, Firefighting Equipment, Personal Protective Equipment, Modifications of Fire Facilities

2. Fire Prevention Program

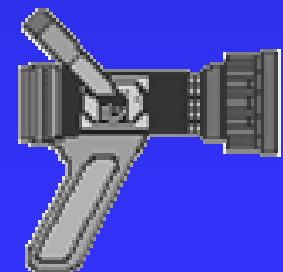
Activities -- Public Education, Public Awareness, Code Enforcement, Arson Prevention

3. Emergency Medical Services Program

Activities -- Equipment, Training, Wellness and Fitness

4. Vehicle Acquisition Program

FIRE OPERATIONS AND FIREFIGHTER SAFETY PROGRAM



FIRE OPERATIONS AND FIREFIGHTER SAFETY PROGRAM

Training Activity

Examples:

firefighting I and II, wildland fire, driver/operator, fire officer, hazardous materials response, incident command, supervision & safety

High Priorities:

- ◆ *Direct delivery*
- ◆ *High percentage of targeted personnel*
- ◆ *Rural: basic training*
- ◆ *Suburban & Urban: specialized training*

FIRE OPERATIONS AND FIREFIGHTER SAFETY PROGRAM

Wellness and Fitness Activity

High Priorities:

- ◆ *Must already offer or be requesting*
 - entry physicals, immunizations and periodic health screenings
- ◆ *New programs vs. established*
- ◆ *Fitness, injury prevention, and mental health programs*
- ◆ *Programs that are mandatory or offer incentives vs. voluntary*

FIRE OPERATIONS AND FIREFIGHTER SAFETY PROGRAM

Firefighting Equipment Activity

Examples:

hose, nozzles, compressor systems, SCBA refill systems, thermal imaging cameras (limited), wildland tools, radios, pagers, and integrated communications systems

High Priorities:

- ◆ *Basic equipment to meet minimum codes and standards*
- ◆ *Never owned vs. replace used or obsolete equipment*
- ◆ *Replace old and obsolete vs. newer and functional*

FIRE OPERATIONS AND FIREFIGHTER SAFETY PROGRAM

Personal Protective Equipment Activity

Examples:

clothing for structural and wildland fire suppression, shelters, and/or hazardous materials incidents, fire shelters, self-contained breathing apparatus, spare cylinders, and personal alert safety systems

High Priorities:

- ◆ *Equip large percentage of active firefighters*
- ◆ *First time purchase vs. replacing old or substandard equipment*

Will consider call volume based on community size

FIRE OPERATIONS AND FIREFIGHTER SAFETY PROGRAM

Modifications to Fire Facilities Activity

Examples:

installing sprinkler systems, vehicle exhaust extraction systems, smoke detectors and fire alarms to existing facilities

High Priorities:

- ◆ *Promoting fire and life safety*
- ◆ *Fire stations vs. training facilities*
- ◆ *High occupancy and frequent usage vs. low occupancy and intermittent use*

FIRE PREVENTION PROGRAM



FIRE PREVENTION PROGRAM

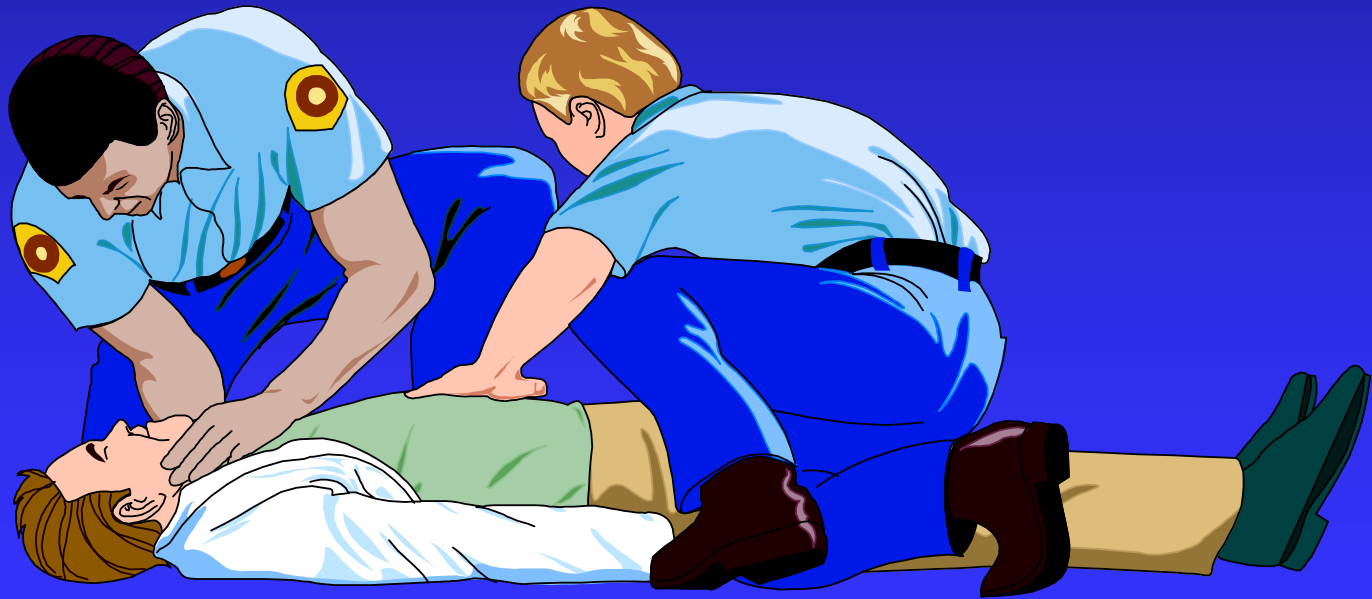
Examples:

Public education, public awareness, enforcing fire codes, inspector certification, purchase and installation of smoke alarms and fire suppression systems, arson prevention and detection, wildland fire risk mitigation actions and plans

High Priorities:

- ***Start new programs***
- ***Long-term, self-sustaining***
- ***Target USFA high-risk group (firefighters, children under 14, seniors over 65)***
- ***Community-wide benefit vs. limited project***
- ***Projects vs. purchase of materials***

EMERGENCY MEDICAL SERVICES PROGRAM



EMERGENCY MEDICAL SERVICES PROGRAM

Training Activity

- ◆ *Basic EMS certifications vs. advanced*
- ◆ *Consider call volume based on size of community*
- ◆ *Consider compliance with standards*

Wellness and Fitness Activity

- ◆ *Same priorities & requirements*

Equipment Activity

- ◆ *Same priorities & requirements*

Some current codes, standards, and regulations to be considered when bringing your Department into compliance

NFPA 1500, 1971, 1972, 1973, 1974, 1975

NFPA 1977, 299, 295

OSHA (29 CFR) Fire Brigades 1910.156

FIREFIGHTING VEHICLE ACQUISITION PROGRAM



VEHICLE ACQUISITION PROGRAM

CAN REQUEST *ONLY ONE VEHICLE!*

Examples:

**purchase a new, used or refurbished
firefighting vehicle**

High Priorities:

- ◆ ***Departments with few or no firefighting vehicles***
- ◆ ***Replacing old/high mileage***
- ◆ ***Primary response vehicle***

Over two years --18,057 applications and only 524 awards

2003 Vehicle Priorities by Community Served

	Urban	Suburban	Rural
Priority One	<ul style="list-style-type: none">■ Pumper■ Quint■ Rescue-pumper■ Aerial■ Rescue	<ul style="list-style-type: none">■ Pumper■ Quint■ Rescue-pumper	<ul style="list-style-type: none">■ Pumper■ Tanker■ Brush■ Rescue-pumper■ Pumper-tanker
Priority Two	<ul style="list-style-type: none">■ Hazmat■ Light/Air■ Rehab	<ul style="list-style-type: none">■ Hazmat■ Brush■ Rescue■ Aerial	<ul style="list-style-type: none">■ Rescue■ Light/Air■ Quint

Other 2003 Information

- Grant writer fees eligible, but can not be contingent on receiving an award
- Pre-award expenditures (other than grant writing fees) usually not allowed
- Encourage Fire Departments to consider opportunities for *interoperability*

GRANT REQUIREMENTS

- Report to NFIRS
- Maintain spending levels
- Pay 10% or 30% match
- Keep up with reporting

Tentative 2003 Schedule

Jan - Mar – Workshops

**February – Publish Final Rule, NOFA and
Program Guidance**

March 3 – Applications Available On-line

April 4 – Deadline for Applications

Late-April – Begin Panel Reviews

Late-May – Begin Awarding Grants



Preparing a Competitive Grant

United States
Fire Administration



Steps to Follow to Develop a Competitive Grant

1. ***Conduct*** a community and fire department ***needs assessment***
2. ***Compare*** your ***weaknesses*** to the ***priorities*** of the grant program
3. ***Decide*** what to apply for
4. ***Complete*** the application
 - Answer questions about your request
 - Write your narrative

A quick formula to help you determine your grant request

Situation

(plus)

Community or Department Assessment

(minus)

Capabilities

(equals)

Needs >>> Grant Request

Situation + Assessment – Capabilities = Needs
which leads to Request

Needs Assessment

How do your needs match the goals and priorities of the grant program?

- ◆ *Analyze community*
- ◆ *Conduct a risk assessment*
- ◆ *Evaluate the capabilities of your fire department*
- ◆ *Identify department needs*



WRITING A COMPETITIVE NARRATIVE

- Use *relevant information* gathered in the needs assessment

- Be *concise*



- Include *itemized list* (as necessary)

Some questions to help you write your narrative

- Why is this project/program important?
- Who will be benefited?
- What is going to be accomplished?
- How will these things be accomplished?
- Where will activity take place?
- When?
- How much will it cost?

COMPONENTS OF A COMPETITIVE NARRATIVE

- **Project Description**
- **Financial Need**
- **Cost / Benefit**

Determining what to request

- Determine your department's and/or community's needs
- Compare these needs to USFA priorities
- Identify which priorities fit into which grant program areas
- Select the needs which are also USFA priorities

Project Description

- Compare *weaknesses identified in needs assessment to funding priorities of the grant*
- Must have *identifiable goals and objectives*
- Have a beginning (*compelling statement*)
 - ◆ A middle (*cost/benefit*)
 - An end (*how grant will help alleviate weaknesses*)

Financial Need

Why can't you purchase these items without federal assistance?

- **Demonstrate attempts at other funding sources**
- **Describe current and past financial situation**
 - Tax base eroding
 - Can't keep up with community growth
 - Tax limitation legislation
 - Factory closed down

Cost/Benefit

- Demonstrate that *your solution is provided at the lowest possible amount of funding*
- Willingness to *share* with other communities if possible
- *Collaborate/partner with other organizations*

Goal and Objective Statement Exercises

**Consider *one* condition
or risk in your department
or community that will
be the *focal point* of
your grant request**

**A few
important
APPLICATION
screens**

* denotes required field

PERSONAL INFORMATION

Title* First Name* Last Name* Date of Birth*

LOGIN INFORMATION

User Name* Password* (minimum 7 characters)Confirm Password*

ADDRESS

Address* City* State* Zip Code* (e.g. 12345, or 12345-6789)Address City State Zip Code (e.g. 12345 or 12345-6789)

CONTACT(S)

Business Phone* (e.g. 123-456-7890) Ext Home Phone (e.g. 123-456-7890)Mobile Phone/Pager (e.g. 123-456-7890)Email* (e.g. username@abc.com)

QUESTION TO ANSWER IF PASSWORD FORGOTTEN

Please select a question and provide the answer to request your password if forgotten.

Question Answer* Mother's Maiden Name*



- [1. Overview](#)
- [2. Contact Information](#)
- [3. Applicant Information](#)
- [4. Department Characteristics \(I\)](#)
- [5. Department Characteristics \(II\)](#)
- [6. Department Call Volume](#)
- [7. Request Information](#)
- [8. Request Details](#)
- [9. Budget](#)
- [10. Narrative Statement](#)
- [11. Assurances & Certifications](#)
- [12. Review Application](#)
- [13. Submit Application](#)

[Print Application](#)[Return to Status](#)[Logout](#)[Disclaimers](#)

Application Status

Application **100%** complete

Please click on any of the following links to visit a particular section of your application, or you can choose to navigate through the application process by clicking on the sections marked in the menu on the left hand side. Once all areas of your application are complete, you may submit your application.

Application Area	Status
Overview	Complete
Contact Information	Complete
Applicant Information	Complete
Departmental Characteristics (I)	Complete
Departmental Characteristics (II)	Complete
Department Call Volume	Complete
Request Information	Complete
Request Details	Complete
Project Budget	Complete
Narratives	Complete
Assurances and Certifications	Complete

[Continue](#)

Submitting
Application
2 steps.
Step 1 .



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[Print Application](#)[Logout](#)[Disclaimers](#)[9. Budget](#)[10. Narrative Statement](#)[11. Assurances & Certifications](#)[12. Review Application](#)[13. Submit Application](#)[Print Application](#)[Logout](#)[Disclaimers](#)

Submit Application

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Project Budget	Complete
Narratives	Complete
Assurances and Certifications	Complete

PLEASE READ THE FOLLOWING STATEMENTS BEFORE YOU SUBMIT.

- YOU WILL NOT BE ALLOWED TO EDIT THIS APPLICATION ONCE IT HAS BEEN SUBMITTED. If you are not yet ready to submit this application, log out and save it until you feel that you have no more changes.
- When you submit this application, you, as an authorized representative of the fire department applying for this grant, are certifying that the following statements are true:

To the best of my knowledge and belief, all data submitted in this application are true and correct.

This application has been duly authorized by the governing body of the applicant and the applicant will comply to the Assurances and Certifications if assistance is awarded.

To sign your application, check the box below and enter your password in the space provided. To submit your application click the Submit Application button below to officially submit your application.

Note: Fields marked with a * are required.

* Password:

* ☐ I, Ethelind Sheets, am hereby providing my signature for this application as of 15-Jan-2003.

[Go Back](#)[Submit Application](#)

**Enter your password and
check the box to complete
your submission**

Submitting Application

2 steps.

Step 2

[1. Overview](#)[2. Contact Information](#)[3. Applicant Information](#)[4. Department Characteristics \(I\)](#)[5. Department Characteristics \(II\)](#)[6. Department Call Volume](#)[7. Request Information](#)[8. Request Details](#)[9. Budget](#)[10. Narrative Statement](#)[11. Assurances & Certifications](#)[12. Review Application](#)[13. Submit Application](#)[Print Application](#)[Logout](#)[Disclaimers](#)

Submit Application Results

Congratulations, you have successfully submitted your application to FEMA. All references to this application should include the following application number: **03515**. Please print and keep a copy of your completed application for your records.

⇒ What's next ?

The application period is open from March 1 through April 1, 2002. Once the application period ends, all applications will be scored according to the priorities established by FEMA for the Assistance to Firefighters Grant Program. Once the initial scoring is complete, the applications that are within the competitive range will be sent to panels for evaluation. The evaluation panels will review applications in April and May. The panelists will score the applications according to financial need and cost benefit criteria. Those applications that are recommended for award will then be sent to FEMA for a final review. Grant awards will begin in May and continue until all funds are awarded. Please remember that this is a competitive grant program. Therefore, all applicants may not be awarded a grant. We plan to notify all applicants of the final disposition of their applications by December 31, 2002.

If you have submitted an email address to us, and obtain an email in the next few months, please have no email address for you at the time of award.

Confirmation page -- If you don't see this your application is not submitted!

Grant Requirements

Those applicants who are awarded a grant must satisfy both legal and regulatory requirements of the Assistance to Firefighters Grant Program. Some of the major requirements are:

1. Grantees must share in the cost of the grant activities. When a fire department submits their program narrative and budget information, the total project cost should include the federal portion and the fire department's match. The required match percentage is based on the population served. The matching requirement for a fire department whose population is less than 50,000 is 10 percent. The matching requirement for a fire department whose population served is 50,000 or more is 30 percent. You should provide adequate information on the source of the matching funds and the match must be a cash match.

2. Grantees must report to an incident reporting system either through their State or at the Federal level through the United States Fire

Most asked question:

**HOW CAN I INCREASE MY
CHANCES OF RECEIVING A
GRANT?**

Answer:

**READ THE PROGRAM GUIDANCE
CAREFULLY AND FOLLOW IT!**

Coming on-line Feb 03

DEPARTMENTS THAT RECEIVE GRANTS

- Focus on Grant Priorities
- Demonstrate Financial Need
- Have clear proposal that provides good Cost/Benefit

FEMA/USFA Assistance
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website: www.usfa.fema.gov
email: usfagrants@fema.gov

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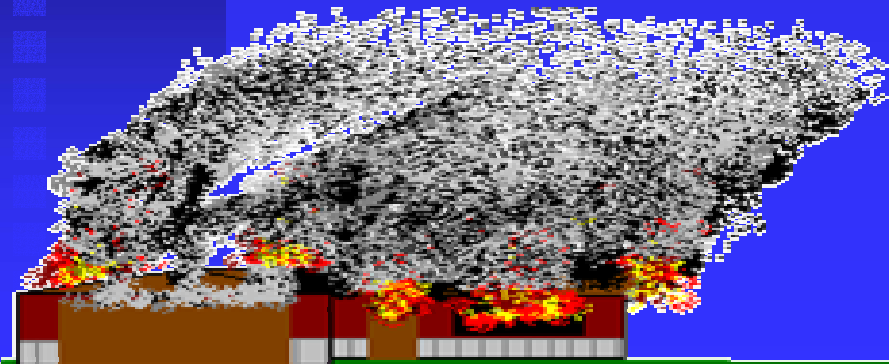
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**THANK YOU
FOR
PARTICIPATING**



? QUESTIONS ?



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